

ROUTING AND RECORD SHEET

SUBJECT: (Optional)


Action Items

FROM: <input type="text"/> Chief/IRMP 1236 Ames Building		EXTENSION <input type="text"/>	NO. DATE 15 April 1986
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS
	RECEIVED	FORWARDED	
1. <input type="text"/>	16 APR 1986		<p>The attached assigns dates to and updates the list of IRMP action items I gave you two weeks ago.</p> <p><input type="text"/></p> <p>STAT</p> <p>STAT</p> <p>STAT</p> <p>STAT</p> <p>STAT</p>
2. <input type="text"/>			
3. Director/OIT 2D02 Headquarters			
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15 April 1987

MEMORANDUM FOR: Director of Information Technology

FROM:


Chief, Information Resources
Management Program

STAT

SUBJECT: Action Items

1. This memorandum outlines the action items I've extracted from your comments/questions at your recent meetings with Information Resources Management Program (IRMP) personnel. We are integrating these actions into the over-all IRMP. We will also incorporate the lengthier of these action items into our quarterly planning process. Consequently, these action items will have life cycle MBO-type charts generated for them. The attachment indicates both the actions we're taking on the action items as well as associated due dates, as you requested.

2. We are excited about the direction you have given us and are proceeding with vigor.


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Attachment

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Next 1 Page(s) In Document Denied